

# CYNGOR TREF PENMAENMAWR PENMAENMAWR TOWN COUNCIL



To all members of the Council: -

Minutes of a PENMAENMAWR TOWN COUNCIL MEETING

held at the Council Chambers, Community Centre, Penmaenmawr on the 14<sup>th</sup> January 2020 at 6.30pm.

**19136 Councillors Present:** Cllr U. Abbott, Cllr M. Baines, Cllr L. Coleman, Cllr J. Edwards, Cllr R. Holmes, Cllr Lloyd-Borland, Cllr J. Jones, Cllr C. Williams.

**Officer Present:** M. Hanks (Clerk and RFO)

**In Attendance:** Five members of the public

**19137 Apologies:** Cllr S. Banwell (unwell), Cllr K. Beard (work), Cllr M. Brewer (unwell), Cllr E. Davies (working), Cllr L. Goodier (unwell).

**19138 Code of Conduct/Declaration of Interest.**

The importance and location of the Declaration of Interest forms was highlighted by the Chair.

**19139 Public Participation – None**

## COUNCIL ADMINISTRATION

**19140** Ratification of the minutes of the meeting held on 3<sup>rd</sup> December 2019.

**RESOLVED: to ratify the minutes of the meeting of the 3<sup>rd</sup> December 2019.**

**19141** Matters arising from the meeting held on 3<sup>rd</sup> December 2019:

- i. 19110. ii. One Voice Wales – A request had been sent to One Voice Wales that they consider running Councillor training courses as webinars. The request has been forwarded to their training team.
- ii. 19121. Progress of Pen to Paper. It was reported that the first draft of the next edition of Pen to Paper had now been completed and this draft was distributed to Councillors for comments.
- iii. 19123. The Future of the Town Banner – It was announced that, following a request for a quotation, Brookes & Sons Tarpaulins have offered to replace the town banner (minus the printing) free of charge.

**19142** Signing the minutes of the meeting of 3<sup>rd</sup> December 2019.

**RESOLVED: to sign the minutes of the 3<sup>rd</sup> December 2019 as a true record of the meeting.**

**19143** Report on Outstanding Actions on the Action Log.

The Action Log was distributed to Councillors, which appraised them of the progress of current and outstanding work. Items discussed included:

- i. Item 3. Protocol for Text Local Service – Councillor Lloyd-Borland offered to meet the clerk in the coming weeks to progress this item.
- ii. Item 4. Bus Stop in Llanfairfechan – It was reported that it appears that PTC will have to 'go it alone' if they wish to proceed with this item. This will be discussed as part of the budgeting process.
- iii. Item 6. Foliage Above Paddling Pool – Quotation to erect the scaffolding, which is required for this item, have now been received and it is anticipated that this work will be discussed as part of the 2020 budgeting discussions.

- iv. Item 11. Path Adjacent Former Grand Hotel – This item has been delayed due to bad weather but will be completed as soon as practicable.

#### 19144 Social Media News

It was agreed to promote the following items through social media:

- i. The Town Council's 2019 Christmas Window Display Competition (previously organised by PENTA) was judged by our local PCSO. In a competition that involved most of the local retail premises Aliscrafts, of Pant yr Afon, was presented with first prize by the Mayor. Each participant premises were also awarded a gift for their efforts.
- ii. Penmaenmawr Town Council welcomed Councillor Chris Williams to his first Council meeting on the 14<sup>th</sup> January following his election to represent Capelulo Ward in December. He swore his oath prior to the commencement of the meeting.
- iii. New 'Welcome to Penmaenmawr' flags have been purchased, the design of which is based on the school competition winner. The flags will be hoisted for the first time in the spring.
- iv. The Bus Pass Renewal Scheme, jointly organised by the Town Council and the Penmaenmawr Library, proved very popular, with over 200 residents being assisted to update their bus passes. The Council wish to thank the volunteers and the Library staff for making the project a success.

#### 19145 Mayor's Report

FOR INFORMATION: The Mayor reported that over the Festive period she had attended a number of events, including: a Christmas carol service at the Church of St Mary and All Saints, in Conwy on the 12<sup>th</sup> December and, again in Conwy, the Medieval Torchlight Parade on 14<sup>th</sup> December. The Mayor led the Councillors at their festive dinner in Noddfa on the 17<sup>th</sup> and the following day attended the Eglwys Dewi Sant carol service. On the 19<sup>th</sup> December, the Split Willow hosted the Rotary Club dinner and on the 21<sup>st</sup> of the month the Mayor presented the prize to the winning entry in the Christmas Window Display to Alice Crafts. On Christmas Day the Mayor dropped in on the St Paul's Church dinner to wish all participants a very Merry Christmas.

#### 19146 List of Payments

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
05/12	03821/03825	s.19	Lite UK – Svc and attempted repair to control box	240.00
17/12	03822	s.150	Mr Flag – PTC Flag plus 4 x 'Welcome' flags	422.40
02/12	03824	s.19	Kim the Entertainer – Wish Tree & Christmas Fayre	250.00
07/11	D/Debit	s.150	WiSS – Domain renewal	15.00
07/01	03826	s.19	A.D. Roberts – Installation of six small xmas trees	96.00
03/12	03827	s.19	A.D. Roberts – Barriers for Bonfire	60.00
27/11	D/Debit	s.150	Talk Talk November	38.56
27/12	D/Debit	s.150	Talk Talk December	37.46
01/01	03829	s.143	Membership of Society Local Community Clerks	202.00
30/11	03830	s.19	Llanfairfechan TC – Footpath Maintenance	700.00
30/11	03831	s.19	Community Events – Installing & Dressing Christmas Trees	980.00
05/12	03832	s.150	Penmaenmawr Community Centre (Chamber Hire)	160.00
28/11	03833	s.19	Penmaenmawr Community Centre (Hall Hire Remembrance Tree)	26.00

Signed: \_\_\_\_\_ (Mayor)

Date: \_\_\_\_\_

02/12	03834	s.150	VT Accounts Software Subscription	90.00
30/12	03835	s.150	EE (two months mobile phones)	182.30

**RESOLVED: the payment list was approved.**

**ACTION:** Clerk to arrange payments.

**19147** Finance Committee Report.

FOR INFORMATION: The Chair of the Finance Committee reported that a number of grant applications were still in the process of being assessed and each was awaiting more information from the applicants. With regard to the 2020-2021 budget, while an initial draft had been prepared, much of the content was dependant on the Council's response to the ongoing Public Consultation and the Council's overall priorities for the next financial year. The Chair concluded that the Council faced some very difficult financial decisions in the coming weeks.

**19148** HR Matters.

There were no HR matters raised.

**19149** Planning Committee Report.

No planning applications had been received.

**19150** Request for Public Meeting regarding WAO Report.

In response to minute number 19119 (3<sup>rd</sup> December meeting), the Wales Audit Office was contacted regarding attendance at a public meeting to discuss the contents of the WAO report in the Public Interest. The WAO responded that, as the Report has been accepted in full and PTC had already complied with all the recommendations within it, this matter has been concluded and therefore there was, in their opinion, no value in attending such a meeting. This view was echoed by Councillors.

**RESOLVED: to decline the request for a public meeting.**

**Action:** Clerk to notify the two County Councillors of the decision.

**19151** Amendment to Standing Orders/Financial Regulations.

Now that the Council had been operating to the 2018 Model Standing Orders and 2018 Financial Regulations for over six months, a number of weaknesses and operational restrictions had been identified. Prior to undertaking a review of these regulatory issues, five or more Councillors needed to be in agreement.

**RESOLVED: it was unanimously agreed to examine options on the issues raised to be discussed at the next meeting.**

**Action:** Clerk and Councillors to prepare amendments for discussion.

**19152** CCBC Services at Risk.

The Council were updated on the latest information from CCBC regarding their 'Services at Risk' and were advised that the situation was very fluid, with the 'financial ask' from the different service managers changing frequently.

A report was also received on the progress of the PTC Public Consultation, designed to sample the views of local residents to these potential changes. It was announced that over 170 electronic responses had been received to date and only a very few of the 250 hard copies remained undistributed.

A County Councillor, present at the meeting, announced that there were no 'risk to CCBC services' and for PTC to claim so was inaccurate. It was further claimed that there had been no 'financial ask' of Penmaenmawr Town Council by CCBC. The County Councillor accused the Town Council of exaggerating the shortfall in CCBC's budget and scare mongering among residents regarding services. Any shortfall in CCBC budget, it was claimed, may be made good from their financial reserves.

The Clerk responded on behalf of the Council by detailing that the terms 'Services at Risk' and 'Financial Ask' were those being used by CCBC in regular and multiple correspondence, copies of which were available for examination. Such correspondence was being received not only by PTC but by all the Town and Community Councils within the Conwy County Council area and again correspondences confirmed that all effected local Councils had expressed similar concerns. To claim that all these Councils were misunderstanding the situation, exaggerating the problems and scare mongering was implausible.

Following further discussions, the Council decided the following:

**RESOLVED: to print a further 250 copies of the Survey.**

**RESOLVED: to upgrade the Survey Monkey service at a cost of £260 (excluding VAT).**

**RESOLVED: to hold a workshop on the 28<sup>th</sup> January to discuss the results of the Survey.**

**RESOLVED: to continue to liaise with CCBC regarding maintaining local services.**

Action: Clerk to arrange for further copies of the Survey to be printed.

Action: Clerk to organise the upgrade of Survey Monkey.

Action: Clerk to arrange a Council workshop for the 28<sup>th</sup> January 2020.

Action: Clerk and Councillors to continue to liaise with relevant CCBC staff.

**19153** Relocating the Promenade Barrier.

It was proposed to defer this item to allow it to be included in the forthcoming overall review of the facilities of the promenade.

**RESOLVED: to defer the item until the 25<sup>th</sup> February.**

Action: Clerk to add review of promenade to meeting agenda of the 25<sup>th</sup> February 2020.

**19154** Rotation of Locations of Council Meetings.

**This item was deferred.**

**19155** Stand Alone Handrail in Dwygyfylchi.

Further to item 19131 (of the meeting of 3<sup>rd</sup> December) the Council were advised that a quotation had been received from a local contractor to install a standalone handrail outside the shops in Dwygyfylchi. The quotation, which included the supply and installation of new kerbs at the central access point, a concrete ramp and a handrail, totalled £759.07.

**RESOLVED: to accept the quotation.**

Action: The clerk to advise the contractor to proceed as per the quotation.

**19156** Fernbrook Road Car Park.

FOR INFORMATION: the Council were asked to consider the implications of the potential changes to the character of Penmaenmawr, given that the pay and display machines had now been introduced by CCBC in Fernbrook Road Car Park and the proposed establishment of a new Co-op store, which would include free car parking and a cash machine, further down Bangor Road from the current centre of the Town.

## **CORRESPONDENCE**

There is no correspondence to report.

**19157** Any Other Business

- i. The 2020 schedule for the community skips was distributed for Councillors information.
- ii. It was announced that the 9 months budget versus actual report would be discussed at the next meeting.

- iii. Councillors were advised that a meeting regarding community transport in the area had been arranged for Thursday the 23<sup>rd</sup> January in Llanfairfechan Council Chamber.

**19158** Items for Next Meeting Agenda

- i. 9 months Budget vs Actual Report.
- ii. 2020-2021 Financial Budget.
- iii. Rotation of Council meeting locations.

**19159** Date and Time of the Next Meeting - **6.30pm 4<sup>th</sup> February 2020.**

Meeting ended 7.50pm

Signed: \_\_\_\_\_ (Mayor)

Date: \_\_\_\_\_